

11 OCT 1962

MEMORANDUM FOR: Chief, Automatic Data Processing Staff

SUBJECT : Approval of Change in ADPD Organization and
Organization of Appropriate Study Task Forces

1. The purpose of this memorandum is to confirm our telephone conversation of 5 October 1962.

2. It is my understanding that you agree to forward to Personnel the proposed revision of ADPD organization with the recommendation that the positions described as Systems Analysts be redescribed as Senior Programmers; that you will indicate agreement with respect to all other portions of the proposal and that redescribing the Systems Analyst positions will eliminate the conflict that you believed existed in relationship to positions in your Office.

3. It is also my understanding that you will take action to designate an appropriate study task force, or forces, to be chaired by your Office and to be composed of appropriate assigned personnel from various components that will be involved in the studies. The purposes of these studies are to determine how to obtain better utilization of the 501 System with respect to the various activities that it is now engaged in and to add whatever additional activities may be deemed appropriate as a result of such studies. In this connection it should be noted that over five months have elapsed since DMJM completed their study and made recommendations that a total systems study be made of activities involving the 501 System. While some studies have been made they are of fringe benefit type and not the broad or total studies that were contemplated by our offices and recommended by DMJM. These studies will take a long period of time to accomplish and implement and it is therefore (I am sure you agree) imperative that we commence as soon as possible. This Office will, of course, assign, as appropriate, Senior Programmers and any other personnel required to the task force, or forces, that are organized.


Deputy Comptroller

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